

# ***THE UNIVERSITY OF GEORGIA***

## ***SMALL BUSINESS DEVELOPMENT CENTER***

01/01/2004 to 12/31/2004

This section is ordered by category and date of program. The category titles are listed as follows:

Starting Your Business  
 Management Assistance  
 Financial Assistance  
 Advertising/Marketing/Public Relations  
 Procurement/International/Technology

### ***Center Locations:***

Albany	(229) 42004-1144	Gainesville	(770) 531-5681
Americus	(229) 931-6918	Gwinnett	(678) 407-5385
Athens	(706) 542-7436	Macon	(478) 751-6592
Atlanta	(404) 651-3550	Marietta	(770) 423-6450
Augusta	(706) 737-1790	Morrow	(770) 961-3440
Brunswick	(912) 264-7343	Rome	(706) 295-6326
Carrollton	(770) 838-3082	Savannah	(912) 651-320040
Columbus	(706) 649-7433	Statesboro	(912) 681-5194
Dalton	(706) 272-2707	Valdosta	(229) 245-3738
Decatur	(404) 373-6930		

<b><i>Date</i></b>	<b><i>Program</i></b>	<b><i>Time</i></b>	<b><i>Location</i></b>	<b><i>Contact</i></b>
--------------------	-----------------------	--------------------	------------------------	-----------------------

### ***Starting A Business***

1/6/2004	Starting Your Own Business	6:00 PM	Athens	Athens
1/7/2004	Business Start-Up Basics	9:30 AM	Fort Stewart	Statesboro
1/8/2004	How to Start	6:15 PM	Savannah	Savannah
1/8/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
1/12/2004	Business Start-Up Basics	6:00 PM	Statesboro	Statesboro
1/12/2004	How to Start Your Own Business	6:00 PM	Rock Spring	Dalton
1/13/2004	Beginning Your Own Business	6:00 PM	Rome	Rome
1/13/2004	Business Startup Basics	6:00 PM	Warner Robins	Macon
1/13/2004	Creating a Business Plan	6:00 PM	Athens	Athens
1/13/2004	How to Start Your Own Business	6:00 PM	Epworth	Dalton
1/13/2004	How to Start Your Own Business	6:30 PM	Morrow	Morrow
1/13/2004	Starting Your Own Business	6:30 PM	Augusta	Augusta
1/14/2004	How to Start	11:30	Savannah	Savannah
1/15/2004	Business as a Second Career	2:00 PM	Fort Benning	Columbus
1/15/2004	ES #1 How to Start A Business	6:00 PM	Kennesaw	Kennesaw
1/15/2004	Getting Started	6:00 PM	Atlanta	Clark Atlanta

1/15/2004	Series 2004: Business Basics I	6:00 PM	Atlanta	Clark Atlanta
1/15/2004	Starting Your Own Business	6:00 PM	Columbus	Columbus
1/20/2004	How To Start A Business	6:00 PM	Decatur	Decatur
1/20/2004	How To Start Your Own Business	6:00 PM	Atlanta	Atlanta
1/20/2004	How to Start Your Own Business	6:00 PM	Valdosta	Valdosta
1/20/2004	Small Business Start-Up	5:30 PM	Carrollton	Carrollton
1/21/2004	How to Start Your Own Business	6:30 PM	Peachtree City	Morrow
1/22/2004	Beginning Your Own Business	6:00 PM	Cartersville	Rome
1/22/2004	How to Start	6:15 PM	Savannah	Savannah
1/22/2004	Planning for Success	6:00 PM	Atlanta	Clark Atlanta
1/22/2004	Starting a Business	6:00 PM	Albany	Albany
1/22/2004	Starting Your Own Business	6:00 PM	Lawrenceville	Gwinnett
1/23/2004	Introduction to Taxes	6:00 PM	Atlanta	Clark Atlanta
1/26/2004	Business Startup Basics	6:30 PM	Brunswick	Brunswick
1/26/2004	How to Start Your Own Business	6:00 PM	Dalton	Dalton
1/26/2004	Start-Up Basics	6:30 PM	McDonough	Morrow
1/27/2004	How to Start a New Business	6:00 PM	Americus	Americus
1/27/2004	Starting Your Own Business (In Spanish)	6:30 PM	Augusta	Augusta
1/29/2004	Starting Your Own Business	6:00 PM	Columbus	Columbus
1/29/2004	Writing a Business Plan	6:00 PM	Lawrenceville	Gwinnett
2/3/2004	Business Startup Basics	9:00 AM	Robins AFB	Macon
2/3/2004	How to Start Your Own Business	6:00 PM	Jasper	Dalton
2/3/2004	Market Research	6:00 PM	Valdosta	Valdosta
2/3/2004	Small Business Start-Up	5:30 PM	Douglasville	Carrollton
2/3/2004	Starting a Business-Single/Series	6:00 PM	Moultrie	Albany
2/3/2004	Starting Your Own Business	9:00 AM	Athens	Athens
2/4/2004	Business Start-Up Basics	9:30 AM	Fort Stewart	Statesboro
2/4/2004	Planning Your New Business	6:30 PM	Alpharetta	Atlanta
2/5/2004	Beginning Your Own Business	6:00 PM	Rome	Rome
2/5/2004	Business Start-Up Basics	6:00 PM	Dublin	Statesboro
2/5/2004	How to Start Your Own Business	9:00 AM	Moody AFB	Valdosta
2/5/2004	Mastering Marketing	6:00 PM	Atlanta	Clark Atlanta
2/9/2004	How to Start Your Own Business	6:00 PM	Rock Spring	Dalton
2/10/2004	Business Start-Up Basics	6:00 PM	Atlanta	Clark Atlanta
2/10/2004	How to Start & Finance a Business For Women	9:00 AM	Gainesville	Gainesville
2/10/2004	How to Start Your Own Business	6:30 PM	Morrow	Morrow
2/10/2004	Small Business Success School	6:30 PM	Augusta	Augusta
2/10/2004	Starting a Business	6:00 PM	Albany	Albany
2/10/2004	Starting Your Own Business	6:30 PM	Augusta	Augusta
2/11/2004	Starting a New Food Business in Georgia	9:00 AM	Albany	Albany
2/12/2004	Business Startup Basics	6:00 PM	Macon	Macon
2/12/2004	ES #5 Writing A Business Plan	6:00 PM	Kennesaw	Kennesaw

2/12/2004	How to Start	6:15 PM	Savannah	Savannah
2/12/2004	How To Start Your Own Business	1:00 PM	Valdosta	Valdosta
2/12/2004	Keeping the Books	6:00 PM	Atlanta	Clark Atlanta
2/12/2004	Starting Your Own Business	6:00 PM	Columbus	Columbus
2/16/2004	How To Start Your Own Business	6:00 PM	Atlanta	Atlanta
2/16/2004	How to Start Your Own Business	6:00 PM	Dalton	Dalton
2/17/2004	How To Start A Business	6:00 PM	Decatur	Decatur
2/17/2004	Mastering Business Loan Proposals	6:00 PM	Valdosta	Valdosta
2/17/2004	Starting Your Own Business	6:00 PM	Athens	Athens
2/18/2004	Business Startup Basics	6:30 PM	Brunswick	Brunswick
2/18/2004	How to Start	11:30	Savannah	Savannah
2/18/2004	Nuts & Bolts of Business Startup	6:30 PM	Alpharetta	Atlanta
2/19/2004	Business as a Second Career	2:00 PM	Fort Benning	Columbus
2/19/2004	Money Matters	6:00 PM	Atlanta	Clark Atlanta
2/19/2004	Starting Your Own Business	6:00 PM	Lawrenceville	Gwinnett
2/23/2004	Business Startup Basics	10:00	Barnesville	Macon
2/24/2004	Beginning Your Own Business	6:00 PM	Cartersville	Rome
2/24/2004	ES #1 How to Start A Business	6:00 PM	Kennesaw	Kennesaw
2/24/2004	Nuts & Bolts of Business Startup	6:00 PM	Atlanta	Atlanta
2/24/2004	Six Steps To Starting Your Own	6:00 PM	Atlanta	Atlanta
2/26/2004	How to Start	6:15 PM	Savannah	Savannah
2/26/2004	Starting a Business	6:00 PM	Albany	Albany
2/26/2004	Starting Your Own Business	6:00 PM	Columbus	Columbus
2/28/2004	Planning for Success	9:00 AM	Atlanta	Clark Atlanta
3/1/2004	Beginning Your Own Business	6:00 PM	Rome	Rome
3/2/2004	Small Business Start-Up	5:30 PM	Newnan	Carrollton
3/2/2004	Starting Your Own Business	6:00 PM	Athens	Athens
3/3/2004	Business Start-Up Basics	9:30 AM	Fort Stewart	Statesboro
3/4/2004	EDCP #1 Small Business Legal Issues	6:30 PM	Lawrenceville	Gwinnett
3/4/2004	Small Business Success School	6:30 PM	Augusta	Augusta
3/4/2004	Small Business Success School	6:30 PM	Augusta	Augusta
3/4/2004	Starting Your Own Business	6:30 PM	Augusta	Augusta
3/8/2004	Business Start-Up Basics	6:00 PM	Statesboro	Statesboro
3/8/2004	How to Start Your Own Business	6:00 PM	Rock Spring	Dalton
3/9/2004	Business Startup Basics	6:00 PM	Warner Robins	Macon
3/9/2004	Creating a Business Plan	6:00 PM	Athens	Athens
3/9/2004	EDP 1 - Market Analysis/Business	6:00 PM	Decatur	Decatur
3/9/2004	Getting Started	6:00 PM	Atlanta	Clark Atlanta
3/9/2004	Starting a Business	6:00 PM	Albany	Albany
3/9/2004	Starting a Business-Single/Series	6:00 PM	Tifton	Albany
3/9/2004	Starting Your Own Business	6:00 PM	Vidalia	Statesboro
3/10/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
3/11/2004	Business Startup Basics	6:30 PM	Brunswick	Brunswick

3/11/2004	EDP II - Small Business Legal Issues	6:00 PM	Decatur	Decatur
3/11/2004	How to Start	6:15 PM	Savannah	Savannah
3/11/2004	Starting Your Own Business	6:00 PM	Columbus	Columbus
3/12/2004	How to Start Your Own Business	9:00 AM	Morrow	Morrow
3/15/2004	How To Start Your Own Business	6:00 PM	Atlanta	Atlanta
3/15/2004	How to Start Your Own Business	6:00 PM	Dalton	Dalton
3/16/2004	Planning for Success	6:00 PM	Atlanta	Clark Atlanta
3/18/2004	Business as a Second Career	2:00 PM	Fort Benning	Columbus
3/18/2004	How To Start A Small Business	6:00 PM	Kennesaw	Kennesaw
3/18/2004	How To Start Your Own Business	6:00 PM	Valdosta	Valdosta
3/23/2004	10 Businesses You Can Start in SW GA For \$10,000	6:00 PM	Americus	Americus
3/23/2004	Beginning Your Own Business	6:00 PM	Rome	Rome
3/23/2004	Show Me the Money	6:00 PM	Atlanta	Clark Atlanta
3/25/2004	Business Startup Basics	6:30 PM	Kingsland	Brunswick
3/25/2004	How to Start	6:15 PM	Savannah	Savannah
3/25/2004	How To Start A Small Business (Spanish)	6:00 PM	Kennesaw	Kennesaw
3/25/2004	Starting a Business	6:00 PM	Albany	Albany
3/25/2004	Starting Your Own Business	6:00 PM	Columbus	Columbus
3/26/2004	Starting Your Own Business	1:00 PM	Gainesville	Gainesville
3/30/2004	Beginning Your Own Business	6:00 PM	Cartersville	Rome
3/30/2004	Mastering Marketing	6:00 PM	Atlanta	Clark Atlanta
4/6/2004	Business Startup Basics	9:00 AM	Robins AFB	Macon
4/7/2004	Business Start-Up Basics	6:00 PM	Statesboro	Statesboro
4/8/2004	Business Startup Basics	6:00 PM	Macon	Macon
4/8/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
4/13/2004	Starting a Business	6:00 PM	Albany	Albany
4/15/2004	Beginning Your Own Business	6:00 PM	Rome	Rome
4/19/2004	Business Startup Basics	6:30 PM	Brunswick	Brunswick
4/19/2004	The Sweet Smell Of Success-Starting/ Floral Biz	6:30 PM	Tifton	Albany
4/29/2004	Starting a Business	6:00 PM	Albany	Albany
5/7/2004	How to Start a Part-Time Business	1:00 PM	Dahlonega	Gainesville
5/10/2004	Beginning Your Own Business	6:00 PM	Rome	Rome
5/11/2004	Business Startup Basics	6:30 PM	Brunswick	Brunswick
5/11/2004	Business Startup Basics	6:00 PM	Warner Robins	Macon
5/11/2004	Starting a Business	6:00 PM	Albany	Albany
5/12/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
5/17/2004	Business Startup Basics	6:30 PM	Kingsland	Brunswick
5/27/2004	Starting a Business	6:00 PM	Albany	Albany
5/28/2004	Starting Your Own Business	1:00 PM	Gainesville	Gainesville
6/1/2004	Business Startup Basics	9:00 AM	Robins AFB	Macon
6/8/2004	Starting a Business	6:00 PM	Albany	Albany

6/9/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
6/10/2004	Business Startup Basics	6:00 PM	Macon	Macon
6/24/2004	Starting a Business	6:00 PM	Albany	Albany
6/25/2004	Starting Your Own Business	1:00 PM	Gainesville	Gainesville
7/13/2004	Business Startup Basics	6:00 PM	Warner Robins	Macon
7/13/2004	Starting a Business	6:00 PM	Albany	Albany
7/14/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
7/29/2004	Starting a Business	6:00 PM	Albany	Albany
8/3/2004	Business Startup Basics	9:00 AM	Robins AFB	Macon
8/4/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
8/10/2004	Starting a Business	6:00 PM	Albany	Albany
8/12/2004	Business Startup Basics	6:00 PM	Macon	Macon
8/26/2004	Starting a Business	6:00 PM	Albany	Albany
9/14/2004	Business Startup Basics	6:00 PM	Warner Robins	Macon
9/14/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
9/16/2004	Starting a Business	6:00 PM	Albany	Albany
9/28/2004	Starting a Business	6:00 PM	Albany	Albany
10/5/2004	Business Startup Basics	9:00 AM	Robins AFB	Macon
10/12/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
10/14/2004	Starting a Business	6:00 PM	Albany	Albany
10/26/2004	Starting a Business	6:00 PM	Albany	Albany
11/3/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
11/9/2004	Business Startup Basics	6:00 PM	Warner Robins	Macon
11/11/2004	Starting a Business	6:00 PM	Albany	Albany
11/23/2004	Starting a Business	6:00 PM	Albany	Albany
12/1/2004	Starting Your Own Business	6:00 PM	Gainesville	Gainesville
12/7/2004	Business Startup Basics	9:00 AM	Robins AFB	Macon
12/9/2004	Business Startup Basics	6:00 PM	Macon	Macon
12/14/2004	Starting a Business	6:00 PM	Albany	Albany

### ***Management Assistance***

1/13/2004	QuickBooks Pro 200403	9:00 AM	Athens	Athens
1/13/2004	Writing A Business Plan	5:30 PM	Newnan	Carrollton
1/15/2004	Entrepreneur's Series for Start-up Businesses	6:00 PM	Kennesaw	Kennesaw
1/15/2004	Writing a Business Plan	6:30 PM	Morrow	Morrow
1/20/2004	Business Startup Series 2004A	6:00 PM	Valdosta	Valdosta
1/20/2004	How to Write a Business Plan	6:00 PM	Macon	Macon
1/20/2004	Making Your Marketing Plan Work for	6:00 PM	Athens	Athens
1/20/2004	Quick Books-Getting Started!	8:30 AM	Tifton	Albany
1/20/2004	Writing a Business Plan	6:30 PM	Augusta	Augusta
1/21/2004	25 Ways to Save Your Business	8:30 AM	Gainesville	Gainesville
1/21/2004	Time Management	9:00 AM	Macon	Macon

1/22/2004	ES #2 Legal Issues of the Small Business	6:00 PM	Kennesaw	Kennesaw
1/22/2004	GA Department of Revenue Sales and Use Tax Seminar	8:30 AM	Athens	Athens
1/22/2004	How to Write a Business Plan	6:00 PM	Gainesville	Gainesville
1/22/2004	IRS - Record Keeping Basics	9:00 AM	Rome	Rome
1/22/2004	Managing by the Numbers	6:00 PM	Epworth	Dalton
1/23/2004	QuickBooks Pro 200403-Session I	9:00 AM	Rome	Rome
1/23/2004	Small Business Tax Series	9:00 AM	Atlanta	Clark Atlanta
1/24/2004	Creating Wealth With Business	9:00 AM	Morrow	Morrow
1/27/2004	How to Get People to Pay!	9:00 AM	Tifton	Albany
1/27/2004	How to Write a Marketing Plan	6:00 PM	Macon	Macon
1/27/2004	PowerPoint 200400/20042 XP for Business - Level I	9:00 AM	Athens	Athens
1/27/2004	QuickBooks-Session 1 Accounting Overview	9:00 AM	Kennesaw	Kennesaw
1/27/2004	Roadmap to Success-Writing a Business Plan	6:00 PM	Epworth	Dalton
1/27/2004	Writing a Business Plan	6:00 PM	Rome	Rome
1/28/2004	Bookkeeping: Applying the Basics	8:30 AM	Athens	Athens
1/28/2004	Time Management Survival Workshop	9:00 AM	Athens	Athens
1/29/2004	Business Etiquette	6:00 PM	Macon	Macon
1/29/2004	How to Get an SBA Loan	6:00 PM	Dalton	Dalton
1/29/2004	IRS - Employment /Payroll Tax	9:00 AM	Rome	Rome
1/29/2004	Keep It Simple - Basic Bookkeeping!	6:00 PM	Albany	Albany
1/29/2004	Premiere QuickBooks #2 Integrating QuickBooks	9:00 AM	Kennesaw	Kennesaw
1/30/2004	Excel XP for Business - Intermediate (level II)	9:00 AM	Athens	Athens
1/30/2004	QuickBooks Pro 200403-Session II	9:00 AM	Rome	Rome
2/2/2004	Managing by the Numbers	6:00 PM	Dalton	Dalton
2/3/2004	Business Wealth Series	10:00	Kennesaw	Kennesaw
2/3/2004	BW #1 Corporate Records-Compliance & Other Issues	10:00	Kennesaw	Kennesaw
2/3/2004	Introduction to Microsoft Office	9:00 AM	LaGrange	Columbus
2/3/2004	Selling through Customer Service	6:00 PM	Macon	Macon
2/3/2004	SERIES-SMALL BUSINESS SUCCESS CERTIFICATE PROGRAM	6:00 PM	Moultrie	Albany
2/4/2004	Workshop I-Basic Record Keeping	6:30 PM	Brunswick	Brunswick
2/4/2004	WORKSHOP SERIES 2004-Record Keeping & Taxes	6:30 PM	Brunswick	Brunswick
2/4/2004	Writing a Business Plan	6:30 PM	Peachtree City	Morrow

2/5/2004	IRS - Sole Proprietorship	9:00 AM	Rome	Rome
2/5/2004	Roadmap to Success-Writing a Business Plan	6:00 PM	Dalton	Dalton
2/5/2004	Writing A Successful Business Plan-Single/Series	6:00 PM	Moultrie	Albany
2/6/2004	Excel Shortcuts and Productivity Tips	12:00	Athens	Athens
2/6/2004	QuickBooks Pro 200403-Session III	9:00 AM	Rome	Rome
2/9/2004	Business Plan Development	6:30 PM	McDonough	Morrow
2/10/2004	Business Finance Series 2004B	6:00 PM	Valdosta	Valdosta
2/10/2004	Quick Books-Intermediate	9:00 AM	Tifton	Albany
2/11/2004	Introduction to QuickBooks	9:30 AM	Atlanta	Atlanta
2/11/2004	QuickBooks Pro 200403	9:00 AM	Athens	Athens
2/11/2004	Team Building	9:00 AM	Macon	Macon
2/11/2004	Workshop II - Business Tax Deductions	6:30 PM	Brunswick	Brunswick
2/12/2004	Communication and Customer Service for Impact	6:00 PM	Vidalia	Statesboro
2/12/2004	IRS - Incorporating Your Business	9:00 AM	Rome	Rome
2/12/2004	WBE Certification	10:00	Kennesaw	Kennesaw
2/13/2004	QuickBooks Pro 200403-Session IV	9:00 AM	Rome	Rome
2/17/2004	Communication Skills	6:00 PM	Macon	Macon
2/17/2004	Drugs Don't Work	11:30	LaGrange	Columbus
2/17/2004	How to Write a Business Plan that Gets You a Loan	6:00 PM	Americus	Americus
2/17/2004	Managing by the Numbers	6:00 PM	Jasper	Dalton
2/17/2004	OSHA: Understanding & Implementing Regulations	9:00 AM	Augusta	Augusta
2/17/2004	QuickBooks Session #2 Integrating QuickBooks	6:00 PM	Kennesaw	Kennesaw
2/17/2004	Writing a Business Plan	6:00 PM	Cartersville	Rome
2/18/2004	Workshop III - Employment/Payroll Tax Reporting	6:30 PM	Brunswick	Brunswick
2/19/2004	Business Etiquette	6:00 PM	Warner Robins	Macon
2/19/2004	Business Marketing Series 2004C	6:00 PM	Valdosta	Valdosta
2/19/2004	Certification for Woman-Owned	10:00	Alpharetta	Atlanta
2/19/2004	How to Get an SBA Loan	6:00 PM	Dalton	Dalton
2/19/2004	Writing a Business Plan	6:30 PM	Morrow	Morrow
2/19/2004	Writing a Winning Business Plan!	6:00 PM	Albany	Albany
2/20/2004	Payroll Taxes	6:00 PM	Atlanta	Clark Atlanta
2/20/2004	QuickBooks Pro 200403-Session V	9:00 AM	Rome	Rome
2/21/2004	QuickBooks	9:00 AM	Albany	Albany
2/23/2004	Managing by the Numbers	6:00 PM	Dalton	Dalton
2/24/2004	BW Business Assessment	10:00	Kennesaw	Kennesaw
2/24/2004	Client Connectivity: Strategies for Compliance & G	11:30	Columbus	Columbus

2/24/2004	Roadmap to Success-Writing a Business Plan	6:00 PM	Jasper	Dalton
2/25/2004	Workshop IV - Understanding Financial Statements	6:30 PM	Brunswick	Brunswick
2/26/2004	Building Sales Series	10:00	Kennesaw	Kennesaw
2/26/2004	How to Write a Business Plan	6:00 PM	Gainesville	Gainesville
2/26/2004	Legal Issues of The Small Business	6:00 PM	Kennesaw	Kennesaw
2/26/2004	Reducing Costs Through Workplace Wellness	11:30	Columbus	Columbus
2/26/2004	Roadmap to Success-Writing a Business Plan	6:00 PM	Dalton	Dalton
2/27/2004	Excel Basics for Accountants	9:00 AM	Athens	Athens
2/27/2004	Financing the Venture	1:00 PM	Gainesville	Gainesville
2/27/2004	QuickBooks Pro 200403-Session VI	9:00 AM	Rome	Rome
3/2/2004	Access XP for Business - Fundamentals	9:00 AM	Athens	Athens
3/2/2004	Retirement Planning for Business	6:00 PM	Rome	Rome
3/3/2004	Time Management-Getting the Most from Your 24 Hour	10:00	Valley	Columbus
3/3/2004	Writing a Business Plan	6:30 PM	Alpharetta	Atlanta
3/4/2004	SERIES-Entrepreneurial Development Certificate Program	6:30 PM	Lawrenceville	Gwinnett
3/4/2004	The Psychology of Working Alone	11:30	Athens	Athens
3/4/2004	Writing A Business Plan	5:30 PM	Douglasville	Carrollton
3/5/2004	Excel Intermediate for Accountants	9:00 AM	Athens	Athens
3/9/2004	ES #3 Tax Tips for The New Business	6:00 PM	Kennesaw	Kennesaw
3/9/2004	SERIES- SMALL BUSINESS SUCCESS CERTIFICATE PROGRAM	6:00 PM	Tifton	Albany
3/9/2004	Small Business Legal Issues	6:00 PM	Atlanta	Atlanta
3/10/2004	Professional Development Coaching	9:00 AM	Macon	Macon
3/11/2004	Women in Business Forum: Make Your Own Women's History	11:00	Augusta	Augusta
3/11/2004	Writing a Business Plan	6:00 PM	Rome	Rome
3/11/2004	Writing a Winning Business Plan-Single/Series	6:00 PM	Tifton	Albany
3/16/2004	Bookkeeping: Applying the Basics	8:30 AM	Athens	Athens
3/16/2004	EDCP #4 Financing	6:30 PM	Lawrenceville	Gwinnett
3/16/2004	Introduction to QuickBooks for	6:00 PM	Statesboro	Statesboro
3/16/2004	Tax Tips for the Small Business	6:00 PM	Atlanta	Atlanta
3/17/2004	PowerPoint XP for Business - Advanced	9:00 AM	Athens	Athens
3/17/2004	The Entrepreneur Development Certificate Program	6:00 PM	Gainesville	Gainesville
3/18/2004	How to Deliver Exceptional Programs	9:00 AM	Athens	Athens
3/18/2004	How to Get an SBA Loan	6:00 PM	Dalton	Dalton
3/19/2004	2004 Professional Women's Luncheon	11:00	LaGrange	Columbus



3/19/2004	Microsoft Office Overview	9:00 AM	Columbus	Columbus
3/19/2004	Writing a Business Plan	9:00 AM	Morrow	Morrow
3/22/2004	Managing by the Numbers	6:00 PM	Dalton	Dalton
3/22/2004	Selling Through Customer Service	10:00	Barnesville	Macon
3/23/2004	ES #5 Writing A Business Plan	6:00 PM	Kennesaw	Kennesaw
3/23/2004	Writing a Business Plan	6:00 PM	Atlanta	
3/24/2004	EDCP: Financing the Venture	6:00 PM	Gainesville	Gainesville
3/25/2004	Roadmap to Success-Writing a Business Plan	6:00 PM	Dalton	Dalton
3/25/2004	Sales & Tax Use Seminar	8:30 AM	Statesboro	Statesboro
3/29/2004	How to Write a Marketing Plan	10:00	Barnesville	Macon
3/30/2004	EDP VII - Learn From The Leaders	6:00 PM	Decatur	Decatur
3/31/2004	EDCP: HR-Personnel Management	6:00 PM	Gainesville	Gainesville
3/31/2004	Success! The Choice is Yours!	10:00	Tifton	Albany
4/6/2004	Intermediate QuickBooks	6:00 PM	Statesboro	Statesboro
4/6/2004	Keep It Simple-Basic Bookkeeping	4:00 PM	Moultrie	Albany
4/6/2004	Writing a Business Plan	6:00 PM	Cartersville	Rome
4/13/2004	Keep It Simple-Basic Bookkeeping	4:00 PM	Tifton	Albany
4/14/2004	Hire Right the First Time	6:30 PM	Brunswick	Brunswick
4/16/2004	QuickBooks Pro 200403-Session I	9:00 AM	Rome	Rome
4/17/2004	QuickBooks	9:00 AM	Albany	Albany
4/19/2004	Writing a Business Plan	6:00 PM	Rome	Rome
4/21/2004	EDCP: Small Business Legal Issues	6:00 PM	Gainesville	Gainesville
4/21/2004	GWEN Conference	10:00	Athens	State Office
4/23/2004	QuickBooks Pro 200403-Session II	9:00 AM	Rome	Rome
4/28/2004	EDCP: Writing the Business Plan	6:00 PM	Gainesville	Gainesville
4/29/2004	Stress that Motivates	6:00 PM	Dublin	Statesboro
4/30/2004	QuickBooks Pro 200403-Session III	9:00 AM	Rome	Rome
5/7/2004	QuickBooks Pro 200403-Session IV	9:00 AM	Rome	Rome
5/13/2004	Sales & Use Tax Seminar	8:30 AM	Rome	Rome
5/14/2004	QuickBooks Pro 200403-Session V	9:00 AM	Rome	Rome
5/19/2004	How to Write a Business Plan	6:00 PM	Gainesville	Gainesville
5/21/2004	QuickBooks Pro 200403-Session VI	9:00 AM	Rome	Rome
5/25/2004	The Terrible Two's: Surviving the First Two Years	6:00 PM	Vidalia	Statesboro
5/27/2004	The Terrible Two's: Surviving the First Two Years	6:00 PM	Dublin	Statesboro
8/18/2004	How to Write a Business Plan	6:00 PM	Gainesville	Gainesville
10/20/2004	Department of Revenue Sales and Use Tax Seminar	8:30 AM	Macon	Macon

### ***Financial Assistance***

1/10/2004	Myths and Realities of Minority Business Financing	9:00 AM	Atlanta	Clark Atlanta
-----------	--	---------	---------	---------------

1/13/2004	Getting Started with QuickBooks	9:00 AM	Morrow	Morrow
1/14/2004	How to Get an SBA Loan	6:00 PM	Gainesville	Gainesville
1/14/2004	Managing Cash Flow	12:00	Thomasville	Valdosta
1/15/2004	Getting Money for Your Business	6:00 PM	Rock Spring	Dalton
1/16/2004	Intermediate QuickBooks	9:00 AM	Morrow	Morrow
1/20/2004	How to Get an SBA Loan	6:00 PM	Epworth	Dalton
1/22/2004	Money Matters Investor Education	6:00 PM	Dublin	Statesboro
1/22/2004	Understanding Financial Statements	6:30 PM	Morrow	Morrow
1/23/2004	QuickBooks	8:00 AM	Valdosta	Valdosta
1/27/2004	Financing Your Small Business	6:30 PM	Morrow	Morrow
1/28/2004	Georgia Sales & Use Taxes	8:30 AM	Douglasville	Carrollton
1/29/2004	ES #3 Tax Tips for the New Business	6:00 PM	Kennesaw	Kennesaw
1/29/2004	Financing the Venture	1:00 PM	Gainesville	Gainesville
1/29/2004	Managing Cash Flow	6:30 PM	Morrow	Morrow
2/3/2004	Getting Started with QuickBooks	9:00 AM	Morrow	Morrow
2/5/2004	Retirement Planning - The Right Way	6:30 PM	Augusta	Augusta
2/6/2004	Intermediate QuickBooks	9:00 AM	Morrow	Morrow
2/9/2004	How to Get Money For Your Business	6:00 PM	Rome	Rome
2/9/2004	Tax Tips	6:00 PM	Dallas	Kennesaw
2/10/2004	Basic Record Keeping	6:00 PM	Macon	Macon
2/10/2004	Basic Record Keeping	6:00 PM	Valdosta	Valdosta
2/10/2004	How to Get an SBA Loan	6:00 PM	Jasper	Dalton
2/10/2004	Premiere QuickBooks #1 Accounting Overview	6:00 PM	Kennesaw	Kennesaw
2/11/2004	QuickBooks Pro 200403 - Basic	6:00 PM	Lawrenceville	Gwinnett
2/12/2004	Getting Money for Your Business	6:00 PM	Rock Spring	Dalton
2/12/2004	Small Business Financing -Single/Series	6:00 PM	Moultrie	Albany

### ***Financial Assistance***

2/12/2004	Writing A Business Plan	6:00 PM	Dublin	Statesboro
2/16/2004	Financing Your Small Business	6:30 PM	McDonough	Morrow
2/16/2004	QuickBooks Pro - Beginner	9:00 AM	Decatur	Decatur
2/16/2004	QuickBooks Pro 200403 - Company Setup	6:00 PM	Lawrenceville	Gwinnett
2/17/2004	BW Financial Statement Analysis	10:00	Kennesaw	Kennesaw
2/17/2004	QuickBooks I	9:00 AM	Columbus	Columbus
2/17/2004	Writing a Business Plan	6:30 PM	Augusta	Augusta
2/18/2004	Bookkeeping for Small Business	6:30 PM	Augusta	Augusta
2/18/2004	How to Get an SBA Loan	6:00 PM	Gainesville	Gainesville
2/18/2004	QuickBooks II	9:00 AM	Columbus	Columbus
2/18/2004	QuickBooks Pro 200403 Day-to-Day Activities	6:00 PM	Lawrenceville	Gwinnett
2/19/2004	ES # 6 Financing A Small Business	6:00 PM	Kennesaw	Kennesaw
2/19/2004	Financing for Your Small Business	6:00 PM	Dublin	Statesboro

2/19/2004	Myths and Realities of Minority	4:00 PM	Columbus	Columbus
2/19/2004	QuickBooks Overview	6:30 PM	Augusta	Augusta
2/19/2004	Sales and Use Tax Seminar	8:30 AM	Valdosta	Valdosta
2/23/2004	Understanding Financial Statements	6:00 PM	Atlanta	Atlanta
2/23/2004	Understanding Financial Statements	6:30 PM	McDonough	Morrow
2/24/2004	Intro to Quick Books	5:30 PM	Valdosta	Valdosta
2/24/2004	Quick Books Series 2004D	5:30 PM	Valdosta	Valdosta
2/24/2004	Understanding Financial Statements	6:00 PM	Valdosta	Valdosta
2/25/2004	Tax Tips for the Small Business	6:30 PM	Morrow	Morrow
2/26/2004	Myths & Realities of Minority Financing	6:00 PM	Moultrie	Albany
2/26/2004	Quick Books Basic	5:30 PM	Valdosta	Valdosta
3/1/2004	QuickBooks I	9:00 AM	LaGrange	Columbus
3/2/2004	Quick Books Intermediate	5:30 PM	Valdosta	Valdosta
3/2/2004	QuickBooks II	9:00 AM	LaGrange	Columbus
3/3/2004	GA Sales & Use Tax Seminar 2004	8:30 AM	Dalton	Dalton
3/4/2004	Quick Books for Advanced Users	5:30 PM	Valdosta	Valdosta
3/8/2004	How to Write a Business Plan	10:00	Barnesville	Macon
3/8/2004	Managing Cash Flow	6:00 PM	Atlanta	Atlanta
3/9/2004	Getting Started with QuickBooks	9:00 AM	Morrow	Morrow
3/9/2004	Managing Cash Flow	6:00 PM	Valdosta	Valdosta
3/11/2004	Writing a Business Plan	6:30 PM	Augusta	Augusta
3/16/2004	Basic Record Keeping	6:00 PM	Warner Robins	Macon
3/16/2004	EDP III - Financing The Venture	6:00 PM	Decatur	Decatur
3/16/2004	How to Get Money For Your Business	6:00 PM	Cartersville	Rome
3/18/2004	EDCP #5 Small Business Taxes	6:30 PM	Lawrenceville	Gwinnett
3/18/2004	EDP IV - Small Business Taxes	6:00 PM	Decatur	Decatur
3/18/2004	Small Business Financing-Single/Series	6:00 PM	Tifton	Albany
3/23/2004	EDCP #6 Writing a Business Plan	6:30 PM	Lawrenceville	Gwinnett
3/23/2004	EDP V - Accounting & Record Keeping	6:00 PM	Decatur	Decatur
3/23/2004	Financing Your Small Business	6:30 PM	Morrow	Morrow
3/23/2004	Understanding Financial Statements	5:30 PM	Douglasville	Carrollton
3/25/2004	EDCP #7 Learn from the Leaders	6:30 PM	Lawrenceville	Gwinnett
3/30/2004	ES #6 Financing A Small Business	6:00 PM	Kennesaw	Kennesaw
3/30/2004	Finding Money for Small Business	6:00 PM	Atlanta	Atlanta
3/30/2004	Myths and Realities of Minority Business Financing	10:00	Augusta	Augusta
3/31/2004	QuickBooks Pro 200403 - User Group	6:00 PM	Lawrenceville	Gwinnett
4/7/2004	EDCP: Accounting & Bookkeeping	6:00 PM	Gainesville	Gainesville
4/22/2004	How to Get Money For Your Business	6:00 PM	Rome	Rome
5/5/2004	EDCP: Small Business Taxes	6:00 PM	Gainesville	Gainesville
5/13/2004	Myths and Realities of Minority	6:00 PM	Tifton	Albany
5/13/2004	Understanding Financial Statements	5:30 PM	Newnan	Carrollton

5/22/2004	Sales & Use Tax Program	8:00 AM	Albany	Albany
-----------	-------------------------	---------	--------	--------

***Advertising/Marketing/Public Relations***

1/6/2004	Integrity Selling for the 21st Century	7:30 AM	Columbus	Columbus
1/15/2004	Mastering Customer Service	5:30 PM	Waco	Carrollton
1/15/2004	Smart Marketing	6:30 PM	Augusta	Augusta
1/16/2004	Selling Cars for Fun and Profit	8:30 AM	Columbus	Columbus
1/20/2004	Marketing on a Shoestring Budget	6:30 PM	Morrow	Morrow
1/22/2004	Marketing On A Shoestring Budget	5:30 PM	Douglasville	Carrollton
1/22/2004	Visual Merchandising	6:00 PM	Athens	Athens
2/2/2004	Marketing on a Shoestring Budget	6:30 PM	McDonough	Morrow
2/5/2004	ES #4 Marketing Smarts	6:00 PM	Kennesaw	Kennesaw
2/10/2004	BW Strategic Marketing	10:00	Kennesaw	Kennesaw
2/10/2004	Marketing on a Shoe String Budget-Single/Series	6:00 PM	Moultrie	Albany
2/10/2004	Mastering Customer Service	5:30 PM	Franklin	Carrollton
2/10/2004	Small Business Marketing	8:00 AM	Swainsboro	Statesboro
2/11/2004	Competing with Mass Merchandisers	9:00 AM	Athens	Athens
2/12/2004	Smart Marketing	6:30 PM	Augusta	Augusta
2/17/2004	Marketing On A Shoestring Budget	5:30 PM	Newnan	Carrollton
2/19/2004	Seven Simple Steps to Create Your Marketing Plan	6:00 PM	Valdosta	Valdosta
2/24/2004	Smart Marketing	6:00 PM	Athens	Athens
2/25/2004	Marketing on a Budget	6:30 PM	Alpharetta	Atlanta
2/26/2004	Advertising That Gets Results	6:00 PM	Valdosta	Valdosta
2/26/2004	MS #3 Ten Effective Advertising	10:00	Kennesaw	Kennesaw
2/26/2004	Small Business Marketing	6:00 PM	Dublin	Statesboro
2/26/2004	Using Customer Lists and E-Mail	8:30 AM	Athens	Athens
3/2/2004	Marketing on a Budget	6:00 PM	Atlanta	Atlanta
3/4/2004	Low Cost Marketing Strategies	6:00 PM	Valdosta	Valdosta
3/4/2004	Marketing Strategies for Small	6:00 PM	Rome	Rome
3/5/2004	How to Research Your Market	9:00 AM	Dahlonega	Gainesville
3/9/2004	EDCP #2 Market Research & Pricing	6:30 PM	Lawrenceville	Gwinnett
3/9/2004	Marketing On A Shoestring Budget	5:30 PM	Carrollton	Carrollton
3/9/2004	Smart Marketing	6:30 PM	Augusta	Augusta
3/10/2004	Marketing to Minorities	11:30	Columbus	Columbus
3/11/2004	EDCP # 3 Accounting & Financial	6:30 PM	Lawrenceville	Gwinnett
3/11/2004	Web Strategies	10:00	Kennesaw	Kennesaw
3/16/2004	ES # 4 Marketing Smarts	6:00 PM	Kennesaw	Kennesaw
3/16/2004	Making Your Marketing Plan Work for	6:00 PM	Athens	Athens
3/16/2004	Marketing on a Shoestring Budget	6:30 PM	Morrow	Morrow
3/16/2004	Marketing on a Shoestring Budget-Single/Series	6:00 PM	Tifton	Albany

3/16/2004	Mastering Customer Service	5:30 PM	Newnan	Carrollton
3/17/2004	EDCP: Marketing	6:00 PM	Gainesville	Gainesville
3/18/2004	How to Sell!	6:00 PM	Atlanta	Clark Atlanta
3/18/2004	MS #4 Sales Secrets	10:00	Kennesaw	Kennesaw
3/23/2004	How to Market to Latinos/Hispanics	6:00 PM	Athens	Athens
3/25/2004	EDP VI - Marketing Your Small Business	6:00 PM	Decatur	Decatur
3/26/2004	How Can I Sell to UGA, Athens/Clarke	9:00 AM	Athens	Athens
3/27/2004	Mastering Marketing	9:00 AM	Atlanta	Clark Atlanta
4/13/2004	Small Business Marketing	6:00 PM	Vidalia	Statesboro
4/27/2004	Intro To Doing Business On The Internet	4:00 PM	Moultrie	Albany

### ***Procurement/International/Technology***

1/15/2004	Introduction to Government Contracting	9:00 AM	Albany	Albany
1/23/2004	Get Started in Import/Export	10:00	Atlanta	ITD
1/27/2004	Intro to Doing Business on the Internet!	6:00 PM	Albany	Albany
2/4/2004	Introduction to Government Contracting	1:00 PM	Columbus	Columbus
2/5/2004	Minority Government Contracting	6:30 PM	Morrow	Morrow
2/6/2004	Sourcing Overseas	10:00	Marietta	Kennesaw
2/12/2004	Bid Packages-Preparing Successful Bids & Proposals	9:00 AM	Albany	Albany
2/17/2004	How to Get Started in Import/Export	6:30 PM	Morrow	Morrow
3/1/2004	Seed Capital to Develop Technologies (SBIR)	10:00	Kennesaw	Kennesaw
3/3/2004	How to Get Started in Import/Export	6:30 PM	Peachtree City	Morrow
3/4/2004	Cost & Price Proposal Preparation	9:00 AM	Albany	Albany
3/11/2004	How to Get Started in Import Export	6:00 PM	Kennesaw	Kennesaw
3/24/2004	Cost and Price Proposals	9:00 AM	Columbus	Columbus
3/25/2004	Minority Government Contracting	6:30 PM	Morrow	Morrow
4/9/2004	Get Started in Import/Export	10:00	Atlanta	ITD
4/28/2004	GSA Schedules and Process	1:00 PM	Columbus	Columbus
5/11/2004	Intro to Doing Business on the Internet	4:00 PM	Tifton	Albany
6/16/2004	Finding Opportunities in the Federal Market Place	1:00 PM	Columbus	Columbus
7/21/2004	Preparing Successful Bids and Proposals	1:00 PM	Columbus	Columbus
8/25/2004	Subcontracting with Prime Contractors	1:00 PM	Columbus	Columbus
9/29/2004	Understanding the Federal Bidding	1:00 PM	Columbus	Columbus
11/20/2004	Certifications for Small Businesses	1:00 PM	Columbus	Columbus